

NOTRE DAME SCHOOL COUNCIL
Meeting Minutes
September 16, 2025
6:30 pm – In Person

Members Present:

Mrs. Pauline Gerwein (Chair), Mr. Duncan Malkinson, Mrs. Rachel Veiner, Ms. Jashu Sandhu, Ms. Marissa Thola, and Father Vener

Staff Present:

Mrs. Colleen Richard (Principal)

Regrets:

Ms. Glenda Macarat, Mrs. Charmaine Moeller, and Mrs. Dawn Mountifield

Guest: Mrs. Sharlene Wiengart and Mrs. Olive Akude

1. Call to Order - The meeting was called to order at 6:30 p.m., presided over by Mrs. Pauline Gerwein, Chairperson.
2. Opening Prayer - Father Vener led the opening prayer.
3. Adoption of Agenda – Malkinson/Veiner moved and seconded that the agenda be adopted as presented. Motion CARRIED.
4. Approval of Minutes – Father Vener made a correction to the minutes under item #9 to replace Board with Council. Duncan/Jashu moved and seconded that the minutes of the previous meeting be accepted with the correction. Motion CARRIED.
5. OLD BUSINESS – Duncan reported that he did not have updated report regarding the building of the ramp.
6. NEW BUSINESS - None
7. Reports of Committees
 - a) Parent Support Group – Mrs. Rachel Veiner has nothing to add to the report she submitted.
 - b) Parish Council – Mrs. Colleen Richard reported on the religious education registration in detail, i.e. 21 for the first reconciliation, 5 for catechism, 2 for RCIA, and 4 for pre-RCIA.
 - c) Maintenance & Repair – Duncan Malkinson briefly discussed the challenges in seeking contractors and permit approval.
 - d) Principal’s Report – Mrs. Colleen Richard has nothing to add to the report she submitted.
8. Acceptance of all Reports

Sandhu/Veiner moved and seconded to accept the reports submitted. Motion CARRIED.

9. Next Meetings

- a) October 28, 2025 – Tuesday, 6:30 p.m. (AGM, Regular, Budget)
- b) November 18, 2025 – Tuesday, 6:30 p.m.

The guests were excused from the in-camera meeting.

10. Adjourn to In-Camera Meeting at 6:47 p.m.

Father Vener/Duncan moved and seconded that the meeting adjourn to the in-camera session. Motion CARRIED.

11. Resume Regular Meeting

12. Closing Prayer - Father Vener led the closing prayer.

13. Adjournment – The regular meeting adjourned at 7:11 p.m.

Pauline Gerwein
Notre Dame School Council Chairperson

Date: _____

Marissa Thola
Notre Dame School Council Secretary